

LIAISON MEMORANDUM NUMBER 16-10

To: Agency Liaison and Payroll Officers

From: Cindy Rougeou
Executive Director

Re: June 30, 2016 Fiscal Year-End Close

Date: April 18, 2016

With the current fiscal year coming to a close, it is especially important for your agency to submit the June 2016 contribution payment and report **before** the **July 15, 2016** deadline. If your agency reports via Employer Self Service (ESS), your payment must also be received by July 15, 2016. Also, in order for LASERS to timely derive data needed for GASB 68 reporting it is equally important for your agency to submit the July 2016 contribution payment and report before the August 15, 2016 deadline.

In accordance with La. R.S. 11:531B (1), all monthly reports and remittances are due within 15 days after the close of each calendar month. Any payment and/or report received after the 15th will be considered delinquent.

As a reminder, the Employer Contribution Rate will change based upon the individual member's retirement plan for the upcoming fiscal year, beginning on July 1, 2016. Any payrolls issued on or after July 1 are to use the new contribution rates. Please ensure that these rates are updated by your agency for the 2016-2017 reporting period. Liaison Memorandum Number 16-04, dated February 11, 2016, details these employer rates.

Please distribute this information to the appropriate person(s) within your agency to ensure that contributions are submitted by the deadline. If you have difficulty meeting this deadline, please contact Kelly Leggette at 225.922.0405 or Mona Joseph at 225.922.0123.

Board of Trustees:	Judge William Kleinpeter, Board Chair	Beverly Hodges	Lori Pierce	Cindy Rougeou, Executive Director
	Janice Lansing, Vice Chair	Hon. John Kennedy	Kathy Singleton	
	Thomas Bickham	Sen. Barrow Peacock	Shannon Templet	
	Virginia Burton	Rep. Kevin Pearson	Lorry Simmons Trotter	
	Commissioner Jay Dardenne			